

REPLACES AFSC FORM 700, SEP 89 WHICH IS OBSOLETE

1. This delivery order is issued pursuant to H-013, the "Orders" Clause of the above numbered contract. The contractor shall provide effort in accordance with the Statement of Work (SOW) as specified in CLIN 0001 below at a ceiling amount of \$149,999.98.

2. SECTION B

Item No	Supplies/Services	Quantity Purch Unit	Unit Price Total Item Amount
0001	CLIN	sec class: U	
		1	\$ 130,874.94
		LO	\$ 130,874.94
noun: SPECIALIZED COMPTROLLER FUNCTIONAL SUPPORT acrn: AA nsn: N site codes pqa: D acp: D fob: D pr/mipr data: F666FM6253-0100 type contract: Y <u>descriptive data:</u> The contractor shall provide support in accordance with the Statement of Work (SOW) entitled "Financial Analysis for HQ AFMC/FMB" dated 23 Sep 1996. See Atch 1, Section J of this order.			
0002	CLIN	sec class: U	
		1	NSP
		LO	NSP
noun: DATA-EXHIBIT A acrn: AA nsn: N site codes pqa: D acp: D fob: D pr/mipr data: F666FM6253-0100 type contract: Y <u>descriptive data:</u> The contractor shall provide data in accordance with the Contract Data Requirements List, DD Form 1423, designated Exhibit A, dated 29 February 1996. The price of this CLIN is included in the price of CLIN 0001.			
0003	CLIN	sec class: U	
		1	\$ 103.84
		LO	\$ 103.84
noun: MATERIALS acrn: AA nsn: N site codes pqa: D acp: D fob: D pr/mipr data: F666FM6253-0100 type contract: Y <u>descriptive data:</u> The contractor shall provide graphics and reproduction as required in the performance of CLIN 0001 above.			

Item No	Supplies/Services	Quantity		Unit Price	
		Purch Unit	Total	Item	Amount
0005	CLIN		1	\$	19,021.20
			LO	\$	19,021.20

noun: TRAVEL AND COMPUTER SERVICES
 acrn: AA nsn: N
 site codes pqa: D acp: D fob: D
 pr/mipr data: F666FM6253-0100
 type contract: S

descriptive data:

Travel and computer services required in the performance of CLIN 0001 above.

3. SECTION F

Item No	Supplies Schedule Data	Delivery Schedule	
		Quantity	Date
0001	CLIN Del Sch		
	acrn: AA ship to: U	1	97SEP30

descriptive data:

The period of performance shall be complete 30 September 1997.

0002	CLIN Del Sch		
	acrn: AA ship to: U	1	ASREQ

descriptive data:

Data will be delivered in accordance with DD Form 1423 set forth in Section J, Exhibit A.

0003	CLIN Del Sch		
	acrn: AA ship to: U	1	ASREQ

descriptive data:

Period of performance shall be concurrent with CLIN 0001 above.

0005	CLIN Del Sch		
	acrn: AA ship to: U	1	ASREQ

descriptive data:

Period of performance shall be concurrent with CLIN 0001 above.

4. SECTION G

ACRN	Acct Class data	Appropriation/Lmt Subhead/CPN Recip DODAAD Supplemental Accounting Classification	Obligation Amount
AA	ACCOUNT UNCLASSIFIED	5763400 306 4762 420108 040000 592TL 72806F 503000	F03000 \$ 149,999.98

pr/mipr data:
F666FM6253-0100

descriptive data:

The fund cite appears as follows on the PR:

5763400 306 4762 420108 04 592TL 72806F 503000 F03000

5. SECTION I

In accordance with FAR Clause 52.232-20, "Limitation of Cost", estimated cost for CLIN 0005 is \$19,021.20 amount presently available and allotted to this cost-reimbursable effort is \$18,441.50.

6. SECTION J-List of Attachments and/or Exhibits

Document	Title and Date	No. of Pages
Atch Nr. 1	Statement of Work entitled "Financial Analysis for Hq AFMC/FMC" dated 23 Sep 96	3
Exhibit A	Contract Data Requirements List dated 24 Sep 96	4

STATEMENT OF WORK FINANCIAL ANALYSIS FOR HQ AFMC/FMB

1.0 INTRODUCTION

1.1 SCOPE: This Statement of Work provides financial analysis support to HQ AFMC/FMB in accordance with ASC/FM Contract SOW paragraph 3.6.

1.2 BACKGROUND: The AFMC Financial Management Handbook is an integrated training and reference document for describing DoD, Air Force, and AFMC financial management activities. The AFMC FM Handbook is designed for use by financial managers regardless of grade, experience, or organizational level of assignment. The Handbook contains detailed information concerning financial management functions, provides detailed training material for all employees, and serves as a quick reference and refresher training aid for the more experienced financial managers.

Changes in public laws, governing regulations and procedures from Congress, DoD and HQ USAF have continued to impact AFMC financial management practices. As a result, additional updates to the FM Handbook are required. The purpose of this task order is to support AFMC's Financial Managers in performing their assigned roles. This is accomplished by updating the Handbook to incorporate recent changes which affect Financial Management policy and procedures.

2.0 APPLICABLE DOCUMENTS:

- A. DoD Financial Management Regulation 7000.14-R, Volumes 1 through 15
- B. DoDD 5000.1, Defense Acquisition
- C. DoD 5000.2-R, Mandatory Procedures for Major Defense Acquisition Programs (MDAPs) and Major Automated Information System (MAIS) Acquisition Programs.
- D. Air Force and AFMC Directives and Instructions in the 20, 21, 23, 24, 37, 61, 62, 63, 64, and 65 series.
- E. The AFMC Financial Management handbook
- F. Other DoD, Air Force, and AFMC directives, instructions, regulations, and documents as applicable.

3.0 REQUIREMENTS: The contractor shall provide financial analysis support to HQ AFMC/FMB as listed in the following paragraphs:

3.1 The organization and content of the FM Handbook was developed in 1986 and has been incrementally updated since then; however, the basic architecture has not been assessed in relation to the current financial management structure and environment. There have been many

changes and the resulting impacts on the handbook have not been fully evaluated. Examples include:

- Air Force Logistics Command and Air Force Systems Command merged to form Air Force Materiel Command.
- The DoD Acquisition Deskbook and Air Force Acquisition Model (AFAM) Reference Systems have been developed, are periodically updated, and are available on CD-ROM.
- The SAF/FM and AFMC/FM Strategic Plans are being developed.

3.1.1 The first version of the AFMC Financial Management Reference System (FMRS) has been developed and will be distributed on CD-ROM. It is a hypertext system that contains the FM Handbook, AFI 65-601 Volume I, DFAS-DE Regulation 177-101, and an integrated detailed index for these documents. The documents are connected by multiple hypertext links which provide rapid connectivity among the documents. Many other documents including AFAM, the DoD Acquisition Deskbook, DFAS FM Regulations, the Air Force Electronic Publishing Library, etc., are also available on CD-ROM and are accessible via various home pages on the WWW.

3.1.2 Considering the above and other relevant factors the contractor shall develop a recommended approach to determine what the architecture, content, and media (CD-ROM, LAN, WWW, etc.) accessibility of the FM Handbook and FMRS should be in the near and far term.

3.1.2.1 The contractor shall present the proposed approach to the AFMC FM Handbook Executive Review Group (ERG) for their approval/modification. (CDRL A0001)

3.1.2.2 After the analysis approach has been approved, the contractor shall perform the analysis and submit results to the AFMC FM Handbook ERG. (CDRL A0006A)

3.1.2.3 The contractor shall update existing or prepare new chapters for the Handbook as directed by the ERG after their review of the analysis. (CDRL A0006B)

3.2 The contractor shall provide monthly progress/status reports. The reports will discuss work underway, any difficulties or concerns, and a financial status of the task order. (CDRL A0004)

3.3 Travel. The contractor shall travel, when authorized, to participate in meetings and reviews, and perform data collection to accomplish assigned tasking. The task order monitor for the government will be notified within ten working days in advance of all contractor travel to other contractor and/or government organizations in order to obtain authorization.

3.4 Travel Destinations. The following are potential travel destinations:

- a. Air Force Development Test Center (Eglin AFB, FL)
- b. Air Force Flight Test Center (Edwards AFB, CA)

- c. Arnold Engrg Development Center (Arnold AS, TN)
- d. Electronic Systems Center (Hanscom AFB, MA)
- e. Human Systems Center (Brooks AFB, TX)
- f. Ogden Air Logistics Center (Hill AFB, UT)
- g. Oklahoma City Air Logistics Center (Tinker AFB, OK)
- h. Sacramento Air Logistics Center (McClellan AFB, CA)
- i. San Antonio Air Logistics Center (Kelly AFB, TX)
- j. Space and Missile Systems Center (Los Angeles AFB, CA)
- k. Warner Robins Air Logistics Center (Robins AFB, GA)

4.0 OTHER CONSIDERATIONS:

Principle place of work shall be the contractors office in the Dayton, Ohio area.

5.0 SECURITY: Unclassified

6.0 PERIOD OF PERFORMANCE: The POP for this effort is 365 days.

7.0 HQ AFMC/FMB POINT OF CONTACT:

Capt Bruce Johnson
HQ AFMC/FMBA
4375 Chidlaw Road, Suite 6
Wright-Patterson AFB, OH 45433-5006
(513) 257-4799

CONTRACT DATA REQUIREMENTS LIST
(2 Data Items)

Form Approved
OMB No. 0704-0188

F33657-95-D-2966/0005
Section J, Exhibit A
Page 2 of 2

Public reporting burden for this collection of information is estimated to average 440 hours per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding this burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to Department of Defense, Washington Headquarters Services, Directorate for Information Operations and Reports, 1215 Jefferson Davis Highway, Suite 1204, Arlington, VA 22202-4302, and to the Office of Management and Budget, Paperwork Reduction Project (0704-0188), Washington, DC 20503. Please DO NOT RETURN your form to either of these addresses. Send completed form to the Government Issuing Contracting Officer for the Contract/PR No. listed in Block E.

A. CONTRACT LINE ITEM NO. 0002		B. EXHIBIT A		C. CATEGORY: TDP _____ TM _____ OTHER _____		
D. SYSTEM/ITEM Specialized Compt. Func. Support		E. CONTRACT/PR NO. F33657-95-D-2966		F. CONTRACTOR		
1. DATA ITEM NO. A0001	2. TITLE OF DATA ITEM Presentation Material			3. SUBTITLE AFMC FM Handbook		
4. AUTHORITY (Data Acquisition Document No.) DI-A-3024A		5. CONTRACT REFERENCE SOW Para 3.6		6. REQUIRING OFFICE HQ AFMC/FMB		
7. DD 250 REQ LT	9. DIST STATEMENT REQUIRED	10. FREQUENCY See Blk 16	12. DATE OF FIRST SUB. 50 Days ARO	14. DISTRIBUTION		
8. APP CODE See Blk 16	N/A	11. AS OF DATE See Blk 16	13. DATE OF SUBS. SUB. See Blk 16	a. ADDRESSEE	b. COPIES	
16. REMARKS The contractor shall present the proposed approach 50 days ARO. ERG approval required before proceeding beyond this point.				ASC/CDSY HQ AFMC/FMB	Draft	Final
					Reg	Repro
15. TOTAL ----->					16	

1. DATA ITEM NO. A0004	2. TITLE OF DATA ITEM Contractors Progress Status Report			3. SUBTITLE AFMC FM Handbook		
4. AUTHORITY (Data Acquisition Document No.) DI-MGMT-80227		5. CONTRACT REFERENCE SOW Para 3.2		6. REQUIRING OFFICE HQ AFMC/FMB		
7. DD 250 REQ LT	9. DIST STATEMENT REQUIRED	10. FREQUENCY Monthly	12. DATE OF FIRST SUB. 45 Days ARO	14. DISTRIBUTION		
8. APP CODE N	N/A	11. AS OF DATE See Blk 16	13. DATE OF SUBS. SUB. See Blk 10	a. ADDRESSEE	b. COPIES	
16. REMARKS First report shall be delivered 45 days ARO, and every 30 days thereafter.				ASC/CDSY HQ AFMC/FMB	Draft	Final
					Reg	Repro
15. TOTAL ----->					1	

G. PREPARED BY
BRUCE G. JOHNSON
HQ AFMC/FMBA (513) 257-4799

H. DATE
24 Sep 96

I. APPROVED BY
JAMES L. MCGINLEY, Chief
HQ AFMC/FMB

J. DATE
24 Sep 96

17. PRICE GROUP

18. ESTIMATED
TOTAL PRICE

17. PRICE GROUP

18. ESTIMATED
TOTAL PRICE